APPROVED

Urban Montessori Charter School

Minutes

Regular Board Meeting

Date and Time
Thursday August 24, 2023 at 5:30 PM

Location
4551 Steele Street, Oakland, CA 94619. Ring the front bell or call/text 510-290-4005 for entry. Signage on campus will direct you to the correct room, generally the Head of School's Office.

The public may comment and participate via Zoom if they prefer. The public may also email comments to board@urbanmontessori.org to be shared by the Board's Secretary during the meeting. Please make that intention clear in your email.

https://us02web.zoom.us/j/82592855160?pwd=cG02OTRoUVdrdngwOTI2WFBrOTBzQT09

Meeting ID: 825 9285 5160; Passcode 510 842 1181

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Meeting ID: 825 9285 5160
Find your local number: https://us02web.zoom.us/u/k1Y3eQWvA

Additional teleconference locations: 3225 Bayo Vista Ave Alameda, CA 94501

This meeting will be audio recorded. The public can find documents related to this agenda either linked directly on the agenda or under "Documents" after selecting the meeting in BoardOnTrack prior to viewing the agenda. Downloading the "packet" may not include all of the "Documents" that are still otherwise available to the public via the Meeting on BoardOnTrack.

Members: Kara Fortuna, Greg Klein, Sarah Morrill (Chair), Ann Rhodes, Donald Williams

Urban Montessori Charter School welcomes your participation at Board meetings. The purpose of a public meeting of the Board of Directors ("Board") is to conduct the affairs of the organization in public. Your participation assures us of continuing community interest in our school and assists the Board in making the best decisions for our school. To assist you in the ease of speaking/participating in our meetings, guidelines are provided at the bottom of this agenda. All materials for all board and committee meetings, including audio recordings of Regular Board Meetings, are available on our BoardOnTrack public portal and also through the UMCS School Calendar.

Directors Present
A. Rhodes (remote), G. Klein, K. Fortuna, S. Morrill

Directors Absent
D. Williams

Guests Present
D. Bissonnette, K. Feeney

I. Opening Items

A. Call the Meeting to Order

S. Morrill called a meeting of the board of directors of Urban Montessori Charter School to order on Thursday Aug 24, 2023 at 5:32 PM.

B. Record Attendance

C. Review of Action/Discussion Items

No changes needed.

D. Community Agreements Discussion

Sarah and Krishna shared that they would like to use future Board meetings to take one or two agreements at a time and discuss together how they can and should show up specifically at our public board meetings.

No public comments on this item.

E. Board and Community Appreciations

Greg appreciated Alana for stepping up to help with UMCS T Shirts.
Daniel appreciated Alana also for traffic volunteering, and the other traffic volunteers and staff. Sarah echoed that appreciation. Krishna echoed that appreciation.
Sarah appreciated staff for a great start to the school year.
Greg appreciated the staff members who have stepped into new roles this school year.
Krishna appreciated the newest members of the Admin Team.
Ann appreciated Ms. Isa and to Krishna and Daniel for supporting Sequoia and for a smooth transition into CA Poppy.
Sarah appreciated Ms. Melody for all she does and having aftercare on Day One.
Daniel appreciated Kevin, Mariah, and Steven who are day time staff also helping afterschool.

F. Board Member Comment

None.

G. Presentations from the Floor

No public comments on items not on the agenda.

II. Head of School Report

A. Head of School Report

Krishna shared her Head of School Report which is attached to this meeting in BoardOnTrack. She shared recent and upcoming events, including Back to School on Sept 6, Fall NWEA testing, and initial ELPAC assessment. Daniel shared that the second summer of the Oakland Montessori Training. Expanded Learning program during the summer painted classroom name murals, and ran all the way to July 31. Summer PD was nine days, lots of community building, preparing classrooms, Support Teacher Montessori Training, Orton Gillingham training, developing the Site Leadership Team, and more.

Krishna shared that the school continues to add students each day, launching enrollment tours for this school year. Kindergarten has a long waitlist, but other grades may have room. A bus ad is coming soon to the 880 corridor area. Kara asked about data on how applicants learn about the school and Krishna shared that the school can collect that information during tour sign ups. Sarah asked and Krishna shared that she and Buck hold the enrollment marketing work. Sarah offered a resource of an online course on digital marketing around school enrollment. Staff and student attendance are both above 96%. Greg commented that it was great seeing positive messages coming from the school on ParentSquare regarding attendance.

Krishna shared that Lead and Support teacher positions are all filled. Still hiring for Student Support Assistants and Aftercare Program Leaders.

Greg asked and Krishna shared a brief overview of the Orton Gillingham training. Parent Deb commented "thumbs up orton gillingham".

No other public comments on this item.

III. Family Advisory Council

A. Discussion Item - Committee Report

Kara shared the FAC report. FAC met with Krishna and Daniel at the beginning and end of summer, including yearlong event planning, which has all been shared on ParentSquare. First Morning Coffee is currently Sept 1, but that may move to Sept 8th. Sept 20th will be the first FAC meeting.

No public comments on this item.

IV. Executive & Governance Committee

A. Discussion Item: Committee Report

The Board briefly organized who's bringing dinner through the end of 2023. Greg shared about a process for moving from being a professionally functioning school board to being an effective professional functioning school board, and one that is greatly focused on the outcomes of students. This is not about reimagining the school, or its processes, pedagogies, but instead about helping the Board be clear in its role, and then if there are changes that cascade down, then those are very likely to do so because they are desired at other levels of the organization. Getting started includes more time reading some resources, including learning the language of the Effective School Board (ESB) framework, including what's the work of the board and what's the work of the Head of School. The board then listens to community and (re)codifies the vision and values. From there, a few student outcomes goals are prioritized, along with guardrails that protect the community's values. Then interim goals and interim guardrails are created, along with an adopted calendar for when progress will be monitored throughout the year during public board meetings. Effective school boards spend at least 50% of their public meeting time monitoring the goals and guardrails. As part of this, most effective boards go through both policy diet and committee diet processes, and use a General Consent Report even more. The Board discussed shrinking Finance Committee report outs at future Board meetings and leveraging the General Consent Report more.

Sarah asked what it looks like, and Greg shared about the board receiving outcome data reports (per an adopted calendar) and then engaging in questions about the report and hearing more from Staff on their analysis of the data. Board members shall refrain from

offering advice or suggestions on what staff should do, and instead listen for staff's analysis and own plan moving forward and how it aligns to the goals and guardrails. Listening for the vision and values is a multi-pronged process, including starting with the current words, using survey information, asking students, families, and staff. Krishna shared that this sounded like a long process and what first steps might look like and Greg shared that he would offer additional readings for now and helping the Finance Committee diet. Krishna shared that it will be important to organize and plan communications from the school so that posts aren't lost and families aren't inundated.

Additionally, Greg shared about future Board Brown Act and Secretary training opportunities.

Greg shared a BoardOnTrack training with Board Candidate Amy.

Kara clarified that her FAC Board seat ends in October and is seeking a replacement and would consider general board membership, too.

No public comments on this item.

B. Board and Committee Officers & Members

No changes needed. No public comments on this item.

V. Other Business

A. Oakland and California Updates

Greg shared that dyslexia screening is now law in California, and OUSD's Superintendent shared enrollment information for OUSD which showed more students in their Student Information System (SIS) than their budget projects and also fewer students on their in-real-life Day 10 count than in their SIS. The Great School Choices blog has been posted lists of charter-run schools with spaces available -- schools all around the City are actively seeking additional enrollment. Greg asked and Krishna shared that the UMCS is currently enrolling more students than it did last year, per our enrollment plan, and bucking this overall enrollment trend. Greg shared that the D5 OUSD board election had an error in candidates qualifying for the ballot, but it was resolved, and that OUSD is seeking volunteers for its various oversight committees.

No public comments on this item.

B. Approve Minutes from June 22, 2023 Regular Meeting

K. Fortuna made a motion to approve the minutes from the prior board meeting Regular Board Meeting on 06-22-23.
S. Morrill seconded the motion.
No public comments on this item.

The board **VOTED** unanimously to approve the motion.

Roll Call

S. Morrill	Aye
G. Klein	Aye
D. Williams	Absent
K. Fortuna	Aye
A. Rhodes	Aye

C. LunchMasters 2023-2024 renewal contract

G. Klein made a motion to approve the contract with LunchMasters.
S. Morrill seconded the motion.
Greg shared that the contract is recommended by Administration but as Finance Committee did not meet prior, it was agendized here separately from the General Consent Report for a discussion if needed. No public comments on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

A. Rhodes	Aye
G. Klein	Aye
S. Morrill	Aye
K. Fortuna	Aye
D. Williams	Absent

D. Action Item - Vote on General Consent Report

G. Klein made a motion to approve the General Consent Report.
K. Fortuna seconded the motion.
No public comments on this item.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Morrill	Aye
G. Klein	Aye
D. Williams	Absent
K. Fortuna	Aye
A. Rhodes	Aye

E. Collect New Business items for Future Meetings

None at this time.

F. Community Agreement Reflection

Sarah reflected that we navigated and accepted non-closure tonight on potential improvements to how the board operates. No public comments on this item.

VI. Closed Session

A. Closed Session Items

At 6:53pm, Sarah announced that the Board would go into Closed Session on Public Employee Performance Evaluation - Head of School.

No public comments on this item.

VII. Return to Open Session

A. Report out of any closed session action(s)

At 6:58pm, the Board returned to open session. No actions were taken.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:59 PM.

Respectfully Submitted,
G. Klein

Documents used during the meeting

- LM CONTRACT EXTENSION 23-24 URBAN MONTESSORI SCHOOL.pdf
- UMCS23-24AppforFndng.pdf

THE ORDER OF BUSINESS MAY BE CHANGED WITHOUT NOTICE Notice is hereby given that the order of consideration of matters on this agenda may be changed without prior notice.

REASONABLE LIMITATIONS MAY BE PLACED ON PUBLIC TESTIMONY The Governing Board’s presiding officer reserves the right to impose reasonable time limits on public testimony to ensure that the agenda is completed.

SPECIAL PRESENTATIONS MAY BE MADE Notice is hereby given that, consistent with the requirements of the Bagley-Keene Open Meeting Act, special presentations not mentioned in the agenda may be made at this meeting. However, any such presentation will be for information only.

REASONABLE ACCOMMODATION WILL BE PROVIDED FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting of the Governing Board may request assistance by contacting UMCS at 4551 Steele Street, Oakland, CA 94619 or info@urbanmontessori.org.

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